

**VILLAGE OF DRESSER
PUBLIC WORKS COMMITTEE MEETING
FEBRUARY 11, 2015
MUNICIPAL BUILDING**

Wayne Moberg called the meeting to order at 1:00 PM. Roll Call: Wayne Moberg and Richard Durand. Darron Nelson Absent. Also present Jodi A. Gilbert/Clerk and Steve Jacobs/Public Works Supervisor. This meeting was posted that a majority of the board members could be present for this meeting. No other public or press was in attendance.

The first item for discussion was the Cross Connection Control Program. Jacobs suggested going through the plan page by page. Page 1 is the cover page. Maybe we put a train on the front cover. Page 2 is the table of contents. Under section VII move item B up and the rest of the items are in order. Page 3 under Owner/Consumer take out the word “and” insert “for”. We control to the curb stop, so take out the words “property line” and insert “curb stop valve”. Page 4 & 5 are OK. Page 6 under section M take out “property line” and insert “curb stop valve”. Under section V take out “Wisconsin Administrative Code and insert “SPS”. Page 7 under section A fix our Ordinance number by inserting a period instead of a dash. Look at page numbering since there is not a Page 8. Page 9 section 9C put in the words “or minimum every ten years”. Page 10 needs a number at the bottom. Page 11 Jodi will talk to Tim on how to handle wording that is repeated 3 different times. Now let us review the Appendices. Appendix A – Utility/State Approved Devices is missing. Appendix B – Notification Letter to the public. We have talked about having a list of people who residents can call, but we need to be careful in regards to recommending certain people. All residential will be done by the public works department. Commercial/Industrial businesses will have to pay to have this completed. Dresser will be doing part of the inspections. Take out the first sentence in the second paragraph. Dresser public works is going to have to spend quite a few hours to get this all completed. If you look at this over a 10 year cycle you are still looking at completing 30 a year. Inspections probably won't happen during the winter so you would be spreading this out over six months. Maybe you take a full 2 weeks and just do them all at one time. The plan needs to have a sample letter included in it. Ultimately the Board sets up the dates/times per Jacob. Gilbert stated no that will probably fall back on office Staff. When we did our meter change out they worked 7am to 7pm. Dresser public works will be performing all residential inspections. Commercial/industrial users will be required to have the inspection completed and a form returned from the inspector to the Village. How long should it take a business to complete this? 4 to 5 weeks. Jacobs continued I got a call from Joel Yunker that they are now conducting these services and they have their own inspection sheets. We give them a letter that they need to get it done within so many days. There is a set format that is used by the inspectors. For a residential house any violations can be fixed by visiting a local hardware store. If there are violations then a 2nd inspection will need to be done. Does the public works department carry certain devices and just fix the problem the first go around versus having to reschedule to go back to the house? What is the cost of a second inspection at the house? Do we charge the homeowner for the device or is the utility absorbing that cost to protect the water. Some homes may have multiple plumbing issues and then they would have to hire someone to fix. Jacobs stated at the bottom of the letter it would say to “Please contact Steve at the shop or office from 7am to 3:30pm. Back to the first paragraph – do we make the time frame longer for businesses to complete? How about within the next 60 days that gives them two months to complete. This sample letter would go out in June/July. These inspections need to be done once every 10 years for residential and every 2 years for commercial/industrial. Appendix C – This is a sample form that would be

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used. The Ordinance number needs to be updated to 13.12. Also the Dept of Commerce needs to be replaced with the Department of Safety & Professional Services. The committee agreed to eliminate the second sample Appendix C form. Appendix D – Device Type and Maintenance Report form. This shows some of the information that will be coming back to the Village from Commercial/Industrial type inspections. Appendix E – Is a letter to send out in regards to Back Flow Prevention Device Testing. The State of WI has a list of who has installed vacuum breakers. In the Village there are going to be in ground sprinkler systems that will need to be looked at. Jacobs presented several informational brochures for the committee to review. The single sheet would be easy to send out to residents. The second flyer is really good, but quite lengthy to mail out. We may want to print some and have available for people to pick up. Keep it as simple as possible. Hydro Design has hand outs and so does the DNR. This Program will evolve over time.

Motion Durand/Moberg to recommend to the Village Board that they approve the Cross Connection Plan with the changes stated from this meeting. All in Favor. Motion Carried.

The second item for discussion was the Dresser Private Well Regulation Ordinance. The first handout is the one that is currently ours. Jacobs stated I was going to rewrite it. The long one is from the DNR. After reviewing I thought it was easier to just adopt theirs. Durand asked which way better explains it. Jacobs stated there are so many changes and how they were using the wording is confusing. It is now easier to understand after the changes. On the 2nd page – Section 4 – Jacobs stated I was thinking 90 days. 90 days would be adequate to do. If they can dig wells in the winter. They can abandon them in the winter also. They can have up to 90 days to have it permitted. The Village of Dresser would be inserted. The fee portion is the last item. Currently we have a fee of \$250.00. That should stay in there for renewal. 13.131 #2 – the fees are included in that section. This part is pretty good. Our Ordinance is way in depth. The numbers have changed. Gilbert stated Ordinance 13.131 Private Well Operation was redone and amended last January – Ordinance #241-2014. When you look at Section 13.13 Private Well Abandonment there have been changes to the NR Code per Jacobs. Section 812.26 – adopt and enforce. I guess we could just make those changes and that would take care of it. The board has already agreed on fees a year ago. Jacobs continued OK if I went back and updated the correct codes and made a change to one of the sentences is there anything else you want to change. Nothing was stated. Jacobs stated I will verify the codes. Everything else is good.

Motion Durand/Moberg to recommend to the Village Board that they approve the Private Well Abandonment Changes and update the Ordinance. All in Favor. Motion Carried.

Jacobs stated we will find out next year at inspection time if things are good – our goal when they come in and do inspections is that the items are gone or are going away. We will be working on the recommendations.

Motion Moberg/Durand to adjourn at 2:20 PM. All in Favor. Motion Carried.

Jodi A. Gilbert - Clerk/Treasurer

These minutes have not been approved.